



## FIRE ALARM SYSTEM PERMIT APPLICATION

 <b>NEW HANOVER COUNTY FIRE SERVICES</b> 230 GOVERNMENT CENTER DR., SUITE 130 WILMINGTON, NORTH CAROLINA 28403 (910) 798-7420, Fax (910) 798-7052 e-mail: <a href="mailto:fireforms@nhcgov.com">fireforms@nhcgov.com</a>	 <b>CITY OF WILMINGTON FIRE AND LIFE SAFETY</b> 801 MARKET STREET WILMINGTON, NC 28401 (910) 343-0696 Fax (910) 341-0097 e-mail: <a href="mailto:fls@wilmingtonnc.gov">fls@wilmingtonnc.gov</a>
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Is your project located in the Wilmington City limits \_\_\_\_\_ or the unincorporated area of New Hanover County \_\_\_\_\_?

<b>CONTRACTOR REQUESTING PERMIT</b>	
NAME: _____	OFFICE PHONE _____
ADDRESS: _____	FAX _____
CONTACT PERSON: _____ CELL _____	E-MAIL _____
LICENSE NUMBER _____	

<b>OWNER/BUSINESS INFORMATION</b>	
BUSINESS NAME _____	PROJECT ADDRESS _____
PROPERTY/BUSINESS OWNER _____	CONTACT # _____

<b>PERMIT INFORMATION</b>
New Hanover County Building Permit Number _____ Type of Occupancy based on NC Fire Prevention Code _____
Total square footage of project _____ Number of Stories _____ Basement Yes No
Type of Work: New Construction _____ Alteration _____ Addition _____ Tenant Upfit _____ Change Panel _____ *Component Alteration _____
<i>*Note: Component Alteration is a no charge permit for moving six or less existing devices. Not applicable for any new equipment or for changing out a panel. Approved permit application can be used for approval of scope of work requested and to obtain an electrical permit for NHCO Inspections.</i>
<b>Complete Description of Work</b> _____
<b>Monitoring Information</b> New Hanover County and the City of Wilmington require UL certification according to Section 903.4 of the NC Fire Prevention Code. To obtain a permit for a fire alarm system for a building requiring a fire sprinkler, the permit applicant must have a UL certificate in place prior to a Certificate of Occupancy or Compliance. A letter is also required from the UL provider stating that any alterations or additions to the fire alarm system have been approved and a copy must be submitted with this permit application.
Is the building monitored by a fire alarm system requiring a UL certificate? Yes No If yes, Provider is _____
<b>Additional Information</b> Permit applications and plans submitted are typically reviewed on a first come, first served basis. Based on the current workload the review process may take up to two weeks.
<b>ALL FIRE ALARM PLANS SUBMITTED MUST FOLLOW THE FIRE ALARM PLAN REVIEW REQUIREMENTS POLICY.</b>

<b>FEE FOR PERMIT WILL BE ASSESSED BY APPROPRIATE PERMITTING JURISDICTION</b>	
Method of Payment CASH CHECK CREDIT CARD CHARGE ACCOUNT # _____	
Date of Application _____ Applicants Name _____	
Applicants Signature _____ <small>By signing this permit application, you certify that all information provided is accurate and correct.</small>	

### OFFICE USE ONLY

<b>PERMIT NUMBER ASSIGNED:</b> _____	DATE OF INSPECTION: _____
Permit Fee Assessed _____	Inspected by _____
Inspector Reviewing Application _____	Inspection AP _____ or DA _____
Application for Permit AP _____ or DA _____	Project Notes: _____
Comments _____	_____
_____	_____
_____	_____
_____	_____